iMesa

imagine, invest, I,prove

Ideas to Action Task Force
Saturday, October 5
Inside the Bungalow 48 N. Robson Mesa
8AM
Minutes

iMesa Ideas to Action Task Force Members present:
Shannon Acevedo
Terry Benelli

1. The meeting was called to order at 8:00 am.

2. There were no members of the public in attendance.

3. Recommendations from the task force to moves ideas that are proposed by the public on the iMesa crowdsourcing website into action items are as follows:

- Items that come into the site that are current City of Mesa functions will be referred to City of Mesa administration who will manage the process within the City.
- All other ideas will be categorized under the iMesa steering committee pre determined strategic areas of focus, which are prioritized at the annual retreat
- Potential ideas that are in a prioritized area of focus and have garnered significant public interest will be implemented through several avenues:
  - If an idea already has a implementer designated then contact will be made to begin supporting the idea though updates on the iMesa website
  - General idea implementation will be put out to the public through an RFI. An iMesa ad hoc committee would write a very basic the RFI based on the idea that was submitted, City staff would distribute and receive proposals and the iMesa ad hoc committee would vet the proposals and select the most qualified and robust implementation proposal.
    - RFI- selection criteria would be set by the ad hoc committee with general standards for all projects and specific standards that are customized for the individual nature of the proposed idea.
    - Ideas introduced on the iMesa crowdsourcing website maybe combined in the RFI process to allow for the most comprehensive project to be accomplished.
    - Projects are chosen for this process through vote tallies if ideas are combined then votes would be tallied for combined ideas.
  - Ideas that are potential projects for existing businesses within our City would be proposed as an RFI to the business community through the Mesa Chamber of Commerce's regional business alliances. These groups are geographical in nature and resemble the village concept of idea locations. More general ideas

that businesses would be involved in would be sent to the Chamber's Business Expansion council which oversees the regional groups

- o Ideas that could be more efficiently and effectively be implemented by a non profit within the community would be introduced to the Board of Directors of the Mesa United Way, One City membership or local foundation Boards as an RFI to local non profit organizations as potential programs.
- *It is very important that while Ideas that are being implemented regular updates be posted on the iMesa site*
  - o *To insure that the RFI reaches interested parties.*
  - o *To allow for development of resident involvement to the highest degree.*
  - o *To give implementers a vehicle to garner support for the projects which could include connections to resources and donations (time, money or goods)*
  - o *As a vehicle for marketing of the project so that residents are aware of the opportunity once the project is complete*

Recommendations from the task force to move ideas from the iMesa crowdsourcing website onto the agenda for the steering committees regular meetings:

- The steering committee must implement timekeeping measures to enable the group to accomplish movement of the proposed iMesa ideas through the steering committee process.
- Agenda's should have time limits for discussion of items. The Vice Chair of the steering committee should be the timekeeper and remind the steering committee to abide by the limits.
- iMesa Ideas will be selected to be placed on the agenda to discuss potential placement into the implementation process recommended above. The ideas would be the highest number of community votes from the iMesa crowdsourcing website
- Residents who post items that are garnering significant votes (relative term relating the overall iMesa crowdsourcing website general activity) will be given a brief time on the agenda to present their idea, should they desire. This would not be mandatory but would allow residents the opportunity to engage with the process on a personal level which we believe promotes the iMesa process overall.
- Each task force would be given 5 minutes at each steering committee meeting to present an overview of the report included in the steering committee meeting packet (likely minutes of the subcommittee meetings). This time would also be used for steering committee questions.
- On a rotational basis each task force would be given additional time, 15 minutes, to "dig deeper" into a matter that is of importance to the task force and steering committee. This time would also be used for the task force to formalize their work through adoption by the steering committee.

Recommendations from the task force regarding resident voting on the iMesa crowdsourcing website :

- Once a project is chosen to go through the implementation process all votes are released so residents can use the votes on other ideas
- City administration would track this function and have an email sent to the voter so that they are aware that they may participate again the process.

4. The next meeting of the task force is set for November 3rd, 8:00 am at Inside the Bungalow.

5. Meeting was adjourned at 8:51 am.

Respectfully submitted

Terry Benelli